

CITY OF BOSTON

DRAFT FY2004 ACTION PLAN FOR COMMUNITY DEVELOPMENT (JULY 1, 2004 TO JUNE 30, 2005)



City of Boston
Thomas M. Menino, Mayor

Department of Neighborhood Development
Charlotte Golar Richie, Chief and Director

DEPARTMENT OF NEIGHBORHOOD DEVELOPMENT
26 Court Street, Boston, MA 02108

CITIZEN SUMMARY

FEDERAL FY2004 ACTION PLAN FOR COMMUNITY DEVELOPMENT

CONTENTS	PAGE
INTRODUCTION	2
PRIORITIES FOR FFY2004	4
PROJECTED SOURCES OF FFY2004 FUNDS	8
ADDITIONAL RESOURCES NOT INCLUDED IN THIS PLAN	12
ADDITIONAL HUD RESOURCES REQUIRING CITY CERTIFICATIONS	14
Deadlines for applications to HUD and City for certification	
Projects to date requesting certifications	
PROPOSED USE OF FFY2004 FUNDS	15
PROGRAM DESCRIPTIONS	16
SERVICES FOR HOMEOWNERS	18
Existing Homeowner Rehabilitation	
Lead Paint Abatement	
SERVICES FOR HOMEBUYERS	19
Homebuyer Financial Assistance	
Homebuyer Technical Assistance	
HOUSING DEVELOPMENT SERVICES	20
Homeownership Development	
Rental Housing Preservation	
Tenants At Risk	
Rental Housing Production	
Public Housing Vacant Units	
CHDO Operating Assistance	
Rental Housing Resource Center	
Grassroots Program	
HOMELESS & SUPPORTIVE HOUSING SERVICES	24
Homeless & Supportive Housing Program	
Housing for Persons with AIDS	
NEIGHBORHOOD ECONOMIC DEVELOPMENT	25
Boston Main Streets Program	
ReStore Program	
Commercial Real Estate Development	
Business Technical Assistance & Business Assistance Team	
Partners With Non-Profits	
REAL ESTATE MANAGEMENT & SALES	28
Property Disposition	
Building Management	
Demolition	
Brownfields Environmental Program	
Land Management	
Project Pride Drug Control	
HUMAN SERVICES	29
Early Child Care	
Youth Services	
Adult Supportive Services	
Adult Literacy	
FAIR HOUSING	31
PROGRAM DELIVERY & SUPPORT SERVICES	32
Policy Development & Research	
General Administration	
Program Administration	
GEOGRAPHIC SERVICE AREA REFERENCE MAPS	33

FEDERAL FY2004 DRAFT ACTION PLAN FOR COMMUNITY DEVELOPMENT CITIZEN SUMMARY

INTRODUCTION

Consolidated Plan: As a prerequisite to applying for HUD Community Development Block Grant (CDBG), HOME Investment Partnership Program (HOME), Housing Opportunities for Persons With AIDS (HOPWA) or Emergency Shelter Grant (ESG) funds, cities are required to develop a 3-5 year plan outlining the jurisdiction's housing and community development needs and priorities. Boston's current 3-year Consolidated Plan covers the period from 7/1/03 - 6/30/2006. However, due to delayed availability of the 2000 Census data and HUD's own special Census 2000 tabulations for the Consolidated Plan, the City indicated its intent to amend the Plan this year to incorporate the new data. Since then, there have been major changes to the definition of the service area for the Housing Opportunities for Persons With AIDS Program (HOPWA) and a major new program covered by the Consolidated Plan, the American Dream Downpayment Initiative Program (ADDI), was created and funded by Congress. In addition, the City has begun development of a new 4-year housing strategy following the successful completion of the 3-year Leading the Way strategy. For these reasons, we are amending the Consolidated Plan and extending the Plan for an additional year to 6/30/2007.

One-Year Action Plan: Each year the City is required to submit an Action Plan indicating how the City plans to use the funds it will receive from HUD to address the priority needs identified in Consolidated Plan. This Citizen Summary of the City of Boston's Federal Fiscal Year 2004 Draft Action Plan for Community Development is provided to enable Boston residents, businesses and community-based organizations to better understand how the City of Boston proposes to use the community development resources (CDBG, HOME, HOPWA, ADDI, ESG and others) that it expects to receive during the period July 1, 2004 - June 30, 2005. The City believes that this Citizen Summary will better facilitate a public understanding of the City's community development objectives by distilling the information contained in the full Draft Action Plan into a much easier-to-understand format. This document also provides additional information, not required by HUD, such as more complete program descriptions, contact phone numbers and website addresses to facilitate public access to information about the City's community development activities.

Citizen Participation Process: This Draft Action Plan represents a continued commitment by the City of Boston to deliver on the goals established in the Consolidated Plan for Community Development. The process of developing the amended Consolidated Plan and this year's one-year Action Plan began with a series of four neighborhood public meetings in November of 2003 held by the Office of Jobs and Community Services to solicit input on needs and priorities for the City's CDBG-funded human service programs. This was followed by a city-wide public meeting on the proposed public service program priorities on January 15th at the Rabb Auditorium at the Boston Public Library. Another City-wide public hearing to solicit citizen's input regarding housing and community development needs and priorities prior to beginning to prepare the draft Consolidated Plan and Action Plan was held on March 11, 2004 in the Winter Chambers at 26 Court Street in Boston. A legal notice announcing the hearing and soliciting comments was published in the Boston Globe on Friday, February 20, 2004. Also, a mailing was sent on February 18th to the approximately 410 organizations and individuals on a mailing list the City maintains for this purpose. Finally, the notice was also e-mailed to 559 people on the Department of Neighborhood Development's general interest electronic mailing list and notice of the hearing was posted on DND's web site and on the City of Boston's web calendar. 49 people attended the hearing and 25 people presented testimony orally at the hearing. An additional ten people submitted written testimony via mail or e-mail as of the deadline on the close of business on March 26th, 2004.

Next Steps: This draft DY04 Action Plan and the draft four year Consolidated Plan were issued for a 30-day public comment period beginning on April 14, 2004 and ending at the close of business on Friday, May, 14, 2004. A second citywide public hearing to obtain citizen comments on the draft Action Plan and

Consolidated Plan is scheduled for:

**Thursday, April 29, 2004
6:30 p.m. - 8:30 p.m.
Winter Chambers (first floor)
26 Court Street, Boston**

Copies of the Draft Action Plan and the Draft Consolidated Plan are available to the public at no charge (limit one copy per organization) at the Policy Development and Research Division of the Department of Neighborhood Development, 26 Court Street, 8th floor. Copies may also be obtained electronically on the City of Boston's web site at:

<http://www.ci.boston.ma.us/dnd/>

Interested citizens are encouraged to comment on both documents at the public hearing on April 29, or in writing. Written comments should be submitted to:

FY 04 Action Plan and Consolidated Plan
Policy Development & Research Division
Department of Neighborhood Development
26 Court Street, 8th Floor
Boston, MA 02018

Comments may also be submitted via e-mail to: actionplan.dnd@ci.boston.ma.us

The City will take into consideration all comments received in writing or orally at the hearing prior to the close of business on May 14th as we prepare the final Action Plan and Consolidated Plan for submission to HUD.

Outline of the Document: This Citizen Summary of the Action Plan is divided into 4 Sections:

1. **Priorities for FFY2004.** This section describes the key community development issues that the City of Boston has identified as priority issues for the coming fiscal year.
2. **Summary of the Sources and Uses of Resources.** This section shows both where the funding for Boston's community development activities is coming from, and what programs/initiatives these funds will be used to support.
3. **Program Descriptions.** This section provides short descriptions of each program to be offered in FFY2004, including estimated output levels and geographic targeting (if any).
4. **Reference Maps.** A number of maps have been provided to enable the public to better understand the geographic distribution of these program services.

PART I: PRIORITIES FOR FEDERAL FISCAL 2004

I. Housing Development and Preservation

Completion of Leading the Way: For the past three years, the City's housing efforts have been focused on meeting the bold goals set out in Mayor Menino's **Leading The Way** housing strategy. Major goals of the **Leading The Way** plan included:

- Create 7,500 new units over three years – build 4,300 units in private market rate developments, reclaim all of the remaining 1,100 units of vacant public housing, and create 2,100 new units in City-sponsored affordable housing developments
- Preserve 5,342 affordable rental units in at-risk State- and Federally-financed developments
- Preserve 3,000 units of housing in owner-occupied buildings
- Assist 2,000 renters become first-time homeowners
- Raise \$33 million in new revenues for affordable housing through the sale of surplus municipal assets
- Make 1,000 City-owned lots available for housing development
- Reduce the number of abandoned houses by half
- Challenge the State and Federal governments to renew their commitment to the housing issue after years of decline.

At the end of June 2003, the City successfully completed the Leading the Way initiative. Details on the accomplishments are available in the Leading the Way completion report available on-line at:

http://www.ci.boston.ma.us/dnd/U5_Leading_the_Way.asp The City has begun to explore ways to continue to address the challenge of encouraging and assisting additional housing production in a vastly different fiscal and economic climate. The resources simply do not exist to continue to subsidize housing development at the rate and levels of affordability obtained in the past three years through the Leading the Way strategy. Despite these obstacles, a Housing Advisory Panel appointed by the Mayor is currently working to develop a sequel to **Leading The Way** strategy, including identifying potential new resources to continue the City's affordable housing production campaign for another 3-4 years. The City expects to be able to provide additional resources for the new production campaign, but it does not expect to be able to provide the level of funding available for the first **Leading the Way** effort. Additional details will be available when the Advisory Panel's report to the Mayor is completed sometime in the next month or two.

II. Neighborhood Economic Development

Boston's strong economy provides the best opportunity in many years to bring new economic strength to areas of the City that are not fully participating in the city's economic revival. Key elements in the Office of Business Development's FFY2004 strategy are: 1) Commercial Real Estate Development, 2) Hotel Development Loan Fund, 3) Boston's new Empowerment Zone, 4) Business Technical Assistance and 5) the Boston Main Streets program.

1. **COMMERCIAL REAL ESTATE DEVELOPMENT:** In FFY2004 the City will realize completion of several large-scale real estate and business loans/grants, and commitments to several more, as part of its responsibilities to Boston's Empowerment Zone. The highly successful ReStore Boston program will continue its citywide coverage, providing 100 storefront improvements guided by good design.
2. **BOSTON HOTEL DEVELOPMENT LOAN FUND:** At the end of FFY02, the City amended its FFY02 Action Plan and submitted an application to HUD for \$40 million in Section 108 Loan Guarantee funding to create the Boston Hotel Development Loan Fund. The City plans to provide funding to 3-4 hotels in FFY03 which are expected to create 800-1200 new jobs upon completion. To date, HUD has approved a \$15 million Section 108 Loan Guarantee for the Boston Convention Center Hotel and an application for a second hotel is under review. The City

expects to have all of the projects selected and the funds committed prior to the end of this Fiscal Year on 6/30/2004. It is anticipated that the repayments of these loans will generate a significant amount of program income back to the City's CDBG program and the revenue will be earmarked for additional affordable housing production.

3. **EMPOWERMENT ZONE.** In 1999, Boston received designation as one of HUD's new Empowerment Zone communities (EZ). While this Zone covers the same geographic area as Boston's former Enhanced Enterprise Community (EEC), the new designation brings substantial changes to the economic development strategy that will be used in the Zone. EEC resources focused primarily on real estate development, with \$22 million in Economic Development Initiative (EDI) grant funds matched with \$22 million in Section 108 loans guaranteed by the City's future CDBG revenues. Over the last seven years, these funds have been used to support a variety of real estate development projects in the Zone. At this time, all \$44 million has been budgeted to support specific real estate projects within the EZ. As the Section 108 and EDI funds are depleted, attention will shift toward the availability and expenditure of the anticipated \$100 million (\$10 million/year for 10 years) in new resources that is supposed to come with the designation as a full Empowerment Zone. These resources are overseen by Boston Connects, Inc., a community-based non-profit organization specifically created for the delivery of Boston's Empowerment Zone resources. Unfortunately, these resources are contingent on Congressional appropriations and to date, Congress has only appropriated sufficient funds to provide Boston Connects, Inc with \$23.9 million of the \$50 million originally anticipated for the first 5 years. Further, all additional appropriations may be in jeopardy as HUD has not requested any further appropriations for this program.
4. **BUSINESS ASSISTANCE TEAM:** The Business Assistance Team coordinates an array of business services and resources, provided by the City of Boston and its partners, to entrepreneurs and small business owners. Services and resources include technical assistance for administration, development, marketing, education, design, and business recruitment.

The team carries out its mission from the Boston Business Assistance Center (BBAC) located at 2201 Washington Street, in the Dudley Square area of Roxbury. The BBAC strives to bring quality, practical service to Boston's small business community. In addition, the BBAC has developed partnerships with several neighborhood-based organizations and institutions that can also help Boston businesses in several areas including finance, government procurement, SBA loans, and counseling through the Service Corps of Retired Executives (SCORE).

5. **BOSTON MAIN STREETS.** In FFY01, Boston Main Streets achieved an important milestone with the designation of two new Main Street districts for a total of 21 business districts that have received a Main Streets designation. This fulfills the commitment made in 1995 to create up to 20 Main Street districts in Boston. As such, the Main Streets initiative now moves to a new phase in its evolution -- moving from an emphasis on new district creation, to an emphasis on long term management and maintenance of the local Main Street organizations. Districts that were selected in the earliest rounds of the program have the new challenges of finding ways to become self-financing as the City's 4-year funding commitments begin to expire. In FFY2000 Boston Main Streets was awarded an EDI special project grant from HUD to help it address these challenges. Developing successful strategies to ensure the long-term survival of these organizations will be continue to be a priority in FFY2004.

III. Neighborhood Revitalization Strategy Areas

A) City Links: Dorchester

On April 5, 2002, Mayor Thomas M. Menino announced **City Links: Dorchester**, a new initiative coordinating delivering of services to improve community development in Boston neighborhoods. The pilot program, in mid-Dorchester, will target the Bowdoin/Geneva area and nearby neighborhoods. Last

year, Mayor Menino directed his cabinet members to move beyond the traditional scope of government when considering ways of delivering services to communities. In response to the mayor's directive, a cross-cabinet Community Development Team was formed, including the city's chief planner and senior officials representing the Boston Redevelopment Authority, the Department of Neighborhood Development, the Department of Human Services, the Boston Police Department, and the Mayor's Office of Neighborhood Services.

City Links responds to a need for more creativity than ever in finding cost-effective solutions to quality-of-life issues in our neighborhoods in this time of shrinking public resources. The Community Development Team will comprehensively assess issues facing a neighborhood and identify city resources to address them; coordinate the effective and timely delivery of these resources; and go beyond the traditional scope of government by working with local agencies, community groups, and residents in locating and accessing private resources to further their community development efforts and build needed capacity for the long term.

The **City Links: Dorchester** will initially focus on the Bowdoin/Geneva area and the nearby neighborhoods of Four Corners, Upham's Corner, and Codman Square. As part of the initiative, the Department of Neighborhood Development is working with a Bowdoin Street business owner to open a satellite city office in donated space. The street-front office will be alternately staffed by the Mayor's Office of Neighborhood Services, a youth worker, street worker, and a Main Streets worker. The Mayor's Office of Human Services has devoted a \$300,000 multi-year grant to increase neighborhood after-school programming. The office also has coordinated regular van transportation from the Bowdoin/Geneva area to nearby Boston Community Centers, expanded athletic programming at the Community Centers, and hired peer leaders and expanded employment and educational opportunities at the centers.

Other facets of **City Links: Dorchester** include prioritized development of city-owned parcels in the area, façade improvements in the Main Streets business districts along the corridor, and a series of homeowner and homebuyer workshops to increase awareness of city HomeWorks and Senior HomeWorks programs. City efforts have assisted and helped underwrite a Youth Services Providers Network Cape Verdean social worker to work in coordination with Catholic Charities. The city also is working with Attorney General Office's Safe Neighborhood Initiative to jointly underwrite a youth worker to run a media literacy and sports program under the auspices of the Log School. Mayor Menino also has challenged Boston-based foundations to fund the human services efforts of local agencies in the area.

In FFY04, the City will be seeking to have the City Links area designated as a HUD Neighborhood Revitalization Strategy Area (NRSA) in order to facilitate additional housing and community development activities in the area, including the Land for Workforce Housing Initiative described in the Resources section on the next page. Additional information on the proposed NRSA is included in draft Consolidated Plan.

Reference Map 9 at the end of this document shows the boundaries of the City Links: Dorchester initiative.

B) Roxbury Master Plan

For the past several years, the Boston Redevelopment Authority has been working with community organizations and residents to develop a Master Plan for the Roxbury neighborhood. The Strategic Master Plan has recently been completed and is now available on the BRA's web site at:

<http://www.cityofboston.gov/bra/pdf/documents/Roxbury%20Master%20Plan.pdf>

The Roxbury Strategic Master Plan, is a strategic planning agenda that will provide a framework to guide change and economic growth for the next ten to twenty years in Roxbury. The plan seeks to provide a high quality physical environment that is attractive, safe, and convenient for residents and visitors. It is a plan that values education and job readiness at all levels and that gives residents choices in how they participate in the civic, cultural, and economic life of the community. The plan encourages businesses that

are environmentally sensitive to public health, conserve resources, and put the concept of environmental justice into practice.

The theme that emerged from the public process is the commitment to build upon the area's many assets to develop a strong and united Roxbury at "the Heart of the City." Roxbury is poised to enhance the quality of life of its residents by sharing in the educational, cultural, natural resources and infrastructure of the City, and connecting to the economic success of the metropolitan Boston area.

The Strategic Master Plan will provide structure and guidance to current and future development efforts in this neighborhood. It includes achievable standards and specific short- and long-term implementation strategies which will facilitate the development of thriving commercial centers, provide for a wide variety of housing types, foster continued diversity in its resident population, support an efficient and effective transportation network resulting in an affordable and decent quality of life.

The specific details of the plan have been shaped in a series of focus group meetings, Community Working Group meetings and neighborhood-wide public workshops attended by residents, representatives from community organizations, area institutions, city agencies, and elected officials. The plan reflects a synthesis and prioritization of issues, objectives and strategies expressed by the participants of the workshops combined with the analysis of existing conditions and trends affecting the region and the neighborhood.

In FFY04, the City will be seeking to have the area covered by the Roxbury Strategic Master Plan designated as a HUD Neighborhood Revitalization Strategy Area (NRSA) in order to facilitate additional housing and community development activities in the area, including the Land for Workforce Housing Initiative described in the Resources section on the next page. Additional information on the proposed NRSA is included in draft Consolidated Plan.

Reference Map 10 at the end of this document shows the boundaries of the Roxbury Strategic Master Plan area.

C) Empowerment Zone

In January 1999, a targeted area of Boston was designated an **Empowerment Zone (EZ)** by HUD. The Empowerment Zone designation carries a \$100 million dollar award over a 10-year period (\$10 million per year) and serves the same geographic area as the EEC. The goal of the EZ is to generate economic self-sufficiency for individuals, families, and communities through job creation and human development. The Zone includes 57,640 residents (1990 Census), covers 5.8 square miles and extends over sections of Downtown, Chinatown, Dorchester, Jamaica Plain, Mission Hill, Roxbury, the Seaport District, South Boston and the South End.

Boston Connects, Inc. (BCI), was established in November 1999 to oversee and implement the Strategic Plan (click [here](#) to read the Plan). The Strategic Plan details Boston's approach for expanding human development. The Board of Directors includes 24 members-12 zone residents who were elected from throughout the Zone, and 12 representatives appointed by Mayor Thomas M. Menino.

The City of Boston has previously requested and received HUD approval of Boston's federally designated Empowerment Zone as a Neighborhood Revitalization Strategy NRSA area. The designation helps to facilitate housing and community development activities in the Empowerment Zone. The City is hereby requesting HUD approval to continue this designation for FFY04. The boundaries of the Empowerment Zone are show on Reference Map # 7.

PART II: RESOURCES FOR FEDERAL FISCAL 2004

Introduction

The City of Boston expects to have significantly less funding available to carry out its housing and community development programs in FY2004, and most likely again in FY2005. The one time infusion of \$33 million in City revenue from the sale of surplus property for the three-year **Leading the Way** initiative has all been committed. The City continues to face serious budget constraints and was not able to provide any new funding for housing programs during this current year. Further, the City is also receiving cuts in most of its Federal and State housing and community development funding sources. Despite these obstacles, a Housing Advisory Panel appointed by the Mayor is currently working to develop a sequel to **Leading The Way** strategy, including identifying potential new resources to continue the City's affordable housing production campaign for another 3-4 years. The City expects to be able to provide additional resources for the new production campaign, but it does not expect to be able to provide the level of funding available for the first **Leading the Way** effort. Additional details will be available when the Advisory Panel's report to the Mayor is completed sometime in the next month or two.

Nonetheless, the City remains committed to using its resources to continue to build on the successes of the **Leading the Way** housing production initiative. The City is committing significant amounts of CDBG, HOME and other resources to complete the build-out of the units permitted under the first **Leading the Way** initiative while continuing to support most of its existing housing and community development programs. We are also proposing a new initiative to encourage the development of additional housing by making City-owned vacant land available to individuals and developers.

Land for Workforce Housing: The City has identified several hundred parcels of potentially buildable vacant land located in areas with a concentration of assisted housing and low-income persons that could be made available for the development of below-market rate homeownership housing with no subsidy other than the write-down of the land cost. The goal would be to use this land write-down to spur the construction of new homes to be sold for below-market prices of \$225,000 to \$250,000 rather than the market-rate price of \$300,000 - \$350,000 or more. We estimate that these new homes would be affordable to moderate to middle-income working families with incomes between 80% to 120% of the area median income that are currently shut out of Boston's high-priced homeownership housing market. Making these land parcels would serve several purposes:

- it would enable the City to continue to expand the supply of below-market rate housing without requiring any additional subsidy
- It would contribute to the revitalization of Boston's neighborhoods and eliminate the blighting effect of these abandoned parcels
- It will put these parcels back on the tax rolls, bringing significant new property tax revenue into the City at a time when new revenues are sorely needed.
- It will contribute to the de-concentration of poverty and economic diversification of Boston's neighborhoods.

The chart on the following page summarizes the resources the City expects to have available to carry out its Federal FY04/City FY05 Housing and Community Development programs. The funding amounts shown here include the City's new allocations under HUD's formula grant programs as well as estimated program income (loan repayments) and prior years funds not spent last year and available for this year's programs (if any). The City's FY04 CDBG allocation was cut by \$440,000 (1.6%) from FY03 and the HOPWA allocation was cut by \$680,000 (26%). The impact of these cuts is offset somewhat by the availability of the funding under HUD's new American Dream Downpayment Initiative (ADDI) and program income from the City's Section 108-funded Hotel Development Loan Fund. Additional detail on each of these funding sources is provided on the pages following the resources summary chart.

FY2004 AVAILABLE RESOURCES SUMMARY		
FUNDING SOURCE	AMOUNT	% OF TOTAL
Community Development Block Grant (CDBG)	\$28,885,744	28.5%
New allocation for FY04	\$24,265,000	
Program Income (est.)	\$3,000,000	
Prior Years Funds (est.)	\$1,550,077	
Home Investment Partnerships Grant (HOME)	\$8,857,000	8.7%
New allocation for FY04	\$8,743,255	
Program Income (est.)	\$113,745	
Prior Years Funds (est.)	\$0	
American Dream Downpayment Initiative (ADDI)	\$747,473	0.7%
New allocation for FY04	\$404,600	
New allocation FY03	\$342,873	
Housing Opportunities for Persons with AIDS (HOPWA)	\$1,829,000	1.8%
New allocation for FY04	\$1,829,000	
Program Income	\$0	
Prior Years Funds	\$0	
Emergency Shelter Grant (ESG)	\$902,342	0.9%
New allocation for FY04	\$902,342	
Program Income	\$0	
Prior Years Funds	\$0	
HUD/CPD ANNUAL FORMULA GRANT SUBTOTAL	\$41,221,559	40.7%
Supportive Housing Program for the Homeless (est)	\$12,113,610	12.0%
Shelter Plus Care for the Homeless (est)	\$4,243,968	4.2%
Shelter Plus Care for the Chronically Homeless (FY03)	\$1,007,820	1.0%
TARGETED HOMELESS RESOURCES SUBTOTAL	\$18,267,740	18.0%
Lead Paint Hazard Control Program	\$1,366,446	1.3%
Lead Paint Hazard Reduction Demonstration Program	\$814,014	0.8%
Rental Rehabilitation	\$84,788	0.1%
Economic Development Initiative (EDI) Empowerment Zone (EZ)	\$2,856,789	2.8%
Section 108 Loan Guarantee EZ	\$2,576,474	2.5%
Economic Development Initiative (EDI) Non-EZ	\$1,750,000	1.7%
Section 108 Loan Guarantee Non-EZ	\$20,750,000	20.5%
Hotel Development Loan Fund Program Income (CDBG)	\$750,000	0.7%
EDI Special Purpose - Main Streets	\$150,000	0.1%
EDI Special Purpose - Housing	\$447,075	0.4%
EDI Special Purpose - Environmental Remediation	\$150,000	0.1%
OTHER HUD FUNDS SUBTOTAL	\$31,695,586	31.3%
ALL HUD FUNDS SUBTOTAL	\$90,282,543	89.1%
City Operating Funds	\$7,649,912	7.6%
Neighborhood Development Fund	\$979,092	1.0%
Leading the Way -1	\$1,825,000	1.8%
CITY FUNDS FUNDS SUBTOTAL	\$10,477,257	10.3%
State Community Development Action Grant	\$584,371	0.6%
TOTAL FY04 FUNDS	\$101,320,918	100.0%

Descriptions and Explanatory Notes about Projected Federal Resources to be Available for FFY2004 Action Plan

HUD Community Planning & Development Formula Grants

- **Community Development Block Grant (CDBG):** HUD housing and community development program awarded annually by formula to eligible cities and states. The funds can be used for housing development, economic development, social services and other activities. In general, assisted activities must primarily benefit low- and moderate-income persons, defined as households with incomes less than 80% of the metropolitan area median income - currently \$66,150 for a family of 4 in the Boston Metropolitan area. Total projected CDBG resources include the new grant allocation plus any unobligated funds from prior years plus program income (e.g. loan repayments).
- **HOME Investment Partnerships Program (HOME):** HUD housing development program awarded annually by formula to eligible cities, states and consortia of municipalities. The funds can be used to develop rental or homeownership housing, and to provide operating assistance to Community Housing Development Organizations such as CDCs. The program targets renter households with incomes at or below 60% of the area median (about \$49,620 for a family of 4) and homeowner households with incomes at or below 80% of the area median (about \$66,150 for a family of 4). Total projected resources include new grant allocation plus any unobligated funds from prior years plus program income (e.g. loan repayments).
- **American Dream Downpayment Initiative (ADDI).** This is a new component of the HOME awarded annually by formula to eligible cities, states and consortia of municipalities. The funds can only be used to provide downpayment assistance to enable low-income renters with household incomes at or below 80% of the area median (about \$66,150 for a family of 4) to purchase their first home. Assistance cannot exceed the greater of \$10,000 or 6% of the purchase price and the purchase prices are capped at FHA mortgage limits (\$290,391 for a single-family, \$449,181 for a 3-decker). Total projected resources include the new grant allocations for FY03 and FY04, which were both received this year.
- **Housing Opportunity for Persons With AIDS (HOPWA):** HUD program awarded annually by formula to states and central cities located in Metropolitan Areas with at least 1500 cumulative cases of AIDS. The funds may be used to provide housing assistance and supportive services for persons with AIDS anywhere in the Boston Metropolitan Area. Major changes are being made in FY04 due to the Federal Office of Management and Budget (OMB)'s redefinition of metropolitan areas. As a result of the new definition, the service area for Boston's HOPWA program will be greatly reduced, limiting it to Suffolk, Norfolk and Plymouth counties. Sixty-one municipalities will be dropped from Boston's service area and fifteen new ones will be added. As a result of the reduction in the service area, Boston's funding will be reduced by 26%, and existing grantees no longer in Boston's HOPWA service area will either have to be transferred to the HOPWA grantee in whose service area they are now located (Cambridge, Worcester, Providence) or be transferred to the State HOPWA program if they are not located in the service area of any other HOPWA grantee.
- **Emergency Shelter Grant (ESG):** HUD homeless assistance program awarded annually by formula to states and cities. The funds can be used to develop or rehabilitate emergency shelters, provide essential services, assist homeless prevention activities and assist with the operating costs of emergency shelters.

Other HUD Programs Administered by the City of Boston

- **Shelter Plus Care:** HUD homeless assistance program that provides tenant-based rental assistance for homeless persons with disabilities. Funds are awarded by national competition to Cities and States. The figure shown here is an estimate based on last year's award. The City plans to submit an application to HUD under the FY2004 funding round. The City's Shelter Plus Care application is an integral part of its FY2004 Action Plan.

- **Shelter Plus Care for the Chronically Homeless:** This is a special one-time allocation of Shelter Plus Care rental assistance awarded to the City of Boston to be administered in conjunction with job training funds awarded to the Boston Private Industry Council (PIC) to serve chronically homeless individuals. Funds were awarded by national competition.
- **Supportive Housing Program:** HUD homeless assistance program which provides funds to develop and operate supportive housing programs for homeless persons and for supportive services. Funds are awarded by national competition to Cities and States. The figure shown here is an estimate based on last year's award. The City plans to submit an application to HUD under the FY204 funding round. The City's Supportive Housing application is an integral part of its FY2004 Action Plan.
- **Lead Paint Hazard Control:** HUD program that provides funding to abate lead paint in privately owned low-income housing. Funds are awarded by national competition. Funding shown in this Action Plan represents those portions of the previous awards that are expected to be utilized during FFY2004. The City is planning to apply for a renewal grant in this year's competition. The City's Lead Hazard Control Grant application is an integral part of its FY2004 Action Plan.
- **Lead Paint Hazard Reduction Demonstration Program:** Last year Congress approved a special appropriation of \$50 million for FFY03 to be made available on a competitive basis for areas with the highest lead paint abatement needs. Boston applied and was awarded \$2.6 million. Congress provided additional funding for the program this year, but the funding notices and priorities for this year's competition have not yet been issued. The City will explore the feasibility of applying for additional resources for FFY04 under this program once the funding notices have been issued.

- **Rental Rehabilitation:** The City continues to receive a small amount of revenue from repayment or refinancing of loans made to projects originally funded under HUD's Rental Rehabilitation program which was terminated in 1992 and replaced by the HOME program.
- **Economic Development Initiative (EDI):** HUD competitive program that provides grants or loans to support economic development projects. EDI funds must be used in conjunction with a Section 108 Loan (see below) in an amount no greater than the Section 108 loan amount. The City has three EDI allocations: one allocation is for use within Boston's Empowerment Zone, another allocation for use outside the Empowerment Zone and a third one for a "Brownfields" project. Funding shown in this Action Plan represents those portions of the previous awards that are expected to be utilized during FFY2004. The City will not be applying for additional resources this year because Congress did not appropriate any additional funds for the competitive EDI program in FY2004.
- **Section 108 Loan Guarantees:** This program is generally operated in tandem with EDI funding. This program provides financing for economic development projects that is guaranteed by HUD. This guarantee is secured by the City of Boston by pledging future CDBG allocations to make debt service payments on any defaulting loans. The City has three Section 108 Loan allocations: one allocation is for use within Boston's Empowerment Zone, another allocation for use outside the Empowerment Zone and a third one for a "Brownfields" project. Last year, the City applied for an additional \$40 million in Section 108 funding for the Boston Hotel Development Loan Fund described in an amendment to the City's FY02 Action Plan. Funding shown in this Action Plan represents those portions of the previous awards that are expected to be utilized during FFY2004. The City does not plan to apply for any additional Section 108 funding in FY04.
- **Hotel Development Loan Fund Program Income:** The City expects to receive approximately \$750,000 in net interest earnings from the Section 108 loans made under the City's Hotel Development Loan Fund. These funds are earmarked to provide additional funding for the City's Rental Housing Development program described elsewhere in this Action Plan.
- **EDI Special Purpose Grants.** For the past several years, Congress has earmarked all available EDI funds for non-competitive special purpose grants for specific projects or programs. Boston has been fortunate to receive three such grants. In Fed FY2000, the City of Boston was awarded a \$500,000 special project grant to support its Boston Main Streets program. Funding shown in this Action Plan represents the portion of that award that is expected to be utilized during FFY2004. In FFY03, Boston received \$447,075 for affordable housing development and in FY04 the City was awarded \$150,000 for environmental remediation. Due to the late approval of HUD's FY03 budget, both allocations are only becoming available this year.

Descriptions of Other Resources (Non-Federal) Available for the FFY2004 Action Plan

City Resources

- **City of Boston General Revenue (Operating Fund):** General City Operating Revenue is often used to support community development activities that cannot be funded through any of the other funding sources described above. These are often activities that are considered by the Federal and State governments as a normal local responsibility and as such, should be paid for through local resources. In addition, the City of Boston supports many housing activities not administered by the Department of Neighborhood Development from its Operating Fund. These activities include: 1) the Rental Housing Resource Center, 2) the Homeless Services Bureau of the Public Health Commission which operates the Long Island Shelter and Woods Mullen Shelter with a combination of Operating Funds and grants from other programs not listed above, 3) the Emergency Shelter Commission which depends almost exclusively on Operating Funds to support its operations, and 4) the Boston Fair Housing Commission. The amounts included here are the amounts included in the City's FY05 Budget request which the Mayor submitted to the City Council on April 14, 2004.
- **Neighborhood Development Fund (NDF):** Program income from repayments of funds originally loaned under the former Urban Development Action Grant (UDAG) program. These funds are

generally restricted to activities that are permitted under the CDBG program, except that the National Objective requirements (low and moderate income benefit restrictions) no longer apply. The City does not expect to have any further funding available from this source after this year.

- **Leading the Way Funds:** As part of its **Leading The Way** strategy, the City of Boston raised \$33 million over three years to support the creation and preservation of affordable housing. The funds came from revenue available in the City's Surplus Property Fund and from the sale of the old Police Headquarters at 154 Berkeley St. and the former Area D4 Police Station. These funds have now been fully committed to specific projects or programs. The amounts shown in this Action Plan are the amounts committed but not fully expended last year. These funds will be used to complete activities undertaken as part of the **Leading The Way** strategy which was successfully completed on 6/30/2003. A Housing Advisory Panel appointed by the Mayor is currently working to develop a sequel to **Leading The Way** strategy, including identifying potential new resources to continue the City's affordable housing production campaign for another 3-4 years. The City expects to be able to provide additional resources for the new production campaign, but it does not expect to be able to provide the level of funding available for the first Leading the Way effort. Additional details will be available when the Advisory Panel's report to the Mayor is completed sometime in the next month or two.

State Resources

- **Community Development Action Grant:** This is a program funded through the state's Housing Bond bill. The funds may be used for infrastructure improvements on publicly-owned property in conjunction with housing, economic development or other community development projects. The amount shown here is the unexpended balance of a prior years funding award already committed to a specific project.

ADDITIONAL COMMUNITY DEVELOPMENT RESOURCES NOT INCLUDED IN THIS DRAFT ACTION PLAN

In addition to those listed above, the City of Boston expects to have access to additional resources for its community development initiatives. These resources are not included in this Action Plan at this time for a number of reasons. These reasons include:

1. **COMPETITIVE ALLOCATIONS:** Some Federal, State and Local funds are awarded based on funding competitions. Often these funds are awarded to specific projects or programs. As such, the City cannot reasonably estimate the amount of funds to be received from specific competitive funding rounds.
2. **PROJECT-BASED AWARDS:** In some cases, the City of Boston is not the recipient of the funding, but rather the project sponsor directly receives the funds for a specific project.
3. **PENDING FUNDING AUTHORIZATIONS:** Some sources of funding have not yet been authorized by the governing entity that controls these funds. As such, the City cannot yet reasonably estimate how much, if any, of these funds will be available in FFY2004.

Some very significant funding sources that the City of Boston expect to utilize in FFY2004 that are not currently included in the Action Plan are:

1. **LINKAGE FUNDS:** the housing revenues generated by Boston's Linkage program¹ are controlled by a governing body called the Neighborhood Housing Trust (NHT). This entity controls all funding decisions, and generally allocates funds to specific projects, or groups of projects. Typically, the NHT funds between \$2 million and \$4 million in projects annually. In December of 2001, the State Legislature approved the City's request to inflation-adjust the Linkage formula from \$5.00/square foot to \$7.18/square foot. The City of Boston is also currently investigating the

¹ Boston's Linkage Program charges a \$7.18 housing impact fee per square foot on all office/institutional development over 100,000 square feet.

possibility of selling a portion of its future Linkage revenue stream to a foundation to generate more up-front cash for housing now.

2. **INCLUSIONARY DEVELOPMENT POLICY REVENUES:** In February 2000, Mayor Menino enacted an Inclusionary Development Policy that requires developers of market-rate housing (with 10 or more units) to include at least 10% affordable units in their development. This policy also has a provision that enables developers, with the permission of the Boston Redevelopment Authority, to make an alternative cash payment of \$52,000 times 15% of the project's units to support the creation of affordable housing at another site. It is expected that some of these revenues will be available in FFY2004, but to date, most of developers have opted to provide the affordable units on-site rather than making cash payments.
3. **FEDERAL & STATE TAX CREDITS:** the Commonwealth of Massachusetts controls the allocation of Federal Low-Income Housing Tax Credits, with funding decisions generally based on competitive project evaluations. While the City depends heavily on these tax credits for the development of affordable rental housing, it does not control the decision-making process. The Commonwealth also has its own new form of Low-Income Housing Tax credits that will be allocated in a similar manner to the Federal program.
4. **EMPOWERMENT ZONE FUNDING:** Unlike the Economic Development Initiative (EDI) and Section 108 funds that are directly administered by the City of Boston, Empowerment Zone funds will be directly allocated to Boston Connects, Inc., the non-profit corporation specifically created to manage the delivery of the new Empowerment Zone resources. This organization will have responsibility for the planning and allocation of all EZ funds awarded to it by HUD. Originally, each EZ was slated to receive a total of \$100 million (\$10 million per year over 10 years). Of the \$60 million each EZ should have received so far, Boston Connects has only received a total of \$24.9 million including the \$1 million it will receive for FFY04. Availability of additional funds is subject to Congressional appropriations.
5. **SECTION 202 ELDERLY HOUSING:** Funds for this program are awarded directly to project sponsors on the basis of a competition for a regional allocation of funds. We anticipate that there will be approximately \$17.1 million (182) units allocated for projects in metropolitan areas in Massachusetts this year.
6. **CASUALTY & LIFE INSURANCE FUNDS:** As a condition for receiving favorable tax treatment from the State, the casualty insurance industry and the life insurance industry have committed to making \$100 million each in below market investments in housing & community development initiatives. Again, individual projects will be applying for funding through this initiative.
7. **STATE HOME FUNDING.** The Commonwealth of Massachusetts funds projects in the City of Boston using its own HOME funds that generally must be matched at least equally with City HOME funds. In years past, the State has given the City multi-year commitments that the City can then plan for in its annual Action Plan. Currently, projects are funded on a case-by-case basis, so the City can no longer reliably predict the availability of State HOME funds.
8. **STATE AFFORDABLE HOUSING TRUST:** A new state resource which will make available \$100 million for affordable housing development state-wide over 5 years (\$20 million per year). The first awards from this fund were made in FFY2001. Last year, \$7.5 million of the FFY2002 funding was been rescinded due to state budget shortfalls. Beginning with this year, the program will be funded as part of the Housing Bond bill rather than through the state operating budget.
9. **BOND-FINANCED STATE HOUSING PROGRAMS:** Two years ago, the State legislature approved a \$508 million bond-financed housing initiative. The bond bill provides significant funding for rehabilitation of State public housing and several other programs (State Housing Stabilization Fund, Housing Innovations Fund, Community Development Action Grants, Affordable Housing Trust Fund, etc.) to support the development and rehabilitation of affordable housing and other community development activities.

ADDITIONAL POTENTIAL RESOURCES FROM HUD REQUIRING CERTIFICATIONS FROM THE CITY OF BOSTON

The FY2004 Action Plan covers those HUD resources awarded directly to the City on a non-competitive or formula basis or for which the City plans to apply for directly. In addition to those resources, many of our projects and programs may also utilize other HUD funds for which the City does not apply directly such as the Section 202 Elderly Housing Program.

Non-City organizations planning to apply to the U.S. Department of Housing and Urban Development for projects or programs in Boston under HUD's forthcoming FY2004 "SuperNOFA" competitions generally are required by HUD to obtain a Certification of Consistency with the City's Consolidated Plan and may be required to obtain a Certification of Consistency with the City's Empowerment Zone Strategic Plan and/or to demonstrate how the project addresses the City's Analysis of Impediments and Fair Housing Plan. In general, the City encourages appropriate applications under all of HUD's competitive programs. However, in order to facilitate the coordination and timely review of requests for such certifications, the City requires applicants to complete a Certification Application and to submit the Application to the city not less than 30-days before the HUD application deadline for the program under which the organization is applying. Certification Application packages may be obtained between the hours of 9:00 a.m. – 5:00 p.m., Monday through Friday, from the Policy Development & Research Division of the Department of Neighborhood Development, 26 Court Street, 8th floor or by calling 635-0333. The document will also be available on-line on DND's web site at: <http://www.ci.boston.ma.us/dnd/>. To date, HUD has not issued any of the FY04 funding notices. The Department of Neighborhood Development will issue a schedule of certification application deadlines as soon as the HUD funding notices are issued and the HUD application deadlines are announced. Applications which have requested and been granted a certification of consistency will be considered an integral part of the City's FFY2004 Action Plan.

PROPOSED ALLOCATION OF FY04 RESOURCES

The chart on the following page summarizes how the City proposes to allocate the approximately \$101.3 million in resources it expects to have available for its Federal FY04/City FY05 programs. The amounts shown here include direct funding for the cost of the program activities as well as for the cost of staffing and managing the programs. If additional resources become available to expand and continue the City's **Leading the Way** housing production initiative, it is anticipated that those resources would primarily be used for Homeownership Development, Rental Housing Production and Rental Housing Preservation. More detail on each of these programs and the proposed funding allocations is provided on the pages following the resource allocation summary chart.

FY2004 PROPOSED RESOURCE ALLOCATION BY PROGRAM		
PROGRAM	TOTAL FUNDING	% of total
Homeowner Rehab Services	\$ 6,411,400	6.3%
Lead Paint Abatement	\$ 1,948,718	1.9%
HOMEOWNER SERVICES SUBTOTAL	\$ 8,360,118	8.2%
Homebuyer Financial Assistance	\$ 3,175,775	3.1%
Homebuyer Technical Assistance	\$ 1,050,403	1.0%
HOMEBUYER SERVICES SUBTOTAL	\$ 4,226,178	4.2%
Homeownership Development	\$ 5,103,995	5.0%
Rental Housing Production	\$ 5,795,865	5.7%
Rental Housing Preservation	\$ 1,838,541	1.8%
CHDO Operating Assistance	\$ 440,239	0.4%
Rental Housing Resource Center	\$ 843,310	0.8%
Tenants At Risk	\$ 333,313	0.3%
Grassroots	\$ 449,970	0.4%
HOUSING & OPEN SPACE DEVELOPMENT SUBTOTAL	\$ 14,805,233	14.6%
Homeless & Supportive Housing	\$ 18,205,305	18.0%
Housing for Persons with AIDS	\$ 1,942,878	1.9%
Emergency Shelter Commission	\$ 524,098	0.5%
Homeless Services Bureau	\$ 4,125,166	4.1%
HOMELESS & SUPPORTIVE HOUSING SUBTOTAL	\$ 24,818,340	24.5%
Fair Housing	\$ 732,754	0.7%
HOUSING & HOMELESS SUBTOTAL	\$ 52,944,983	52.2%
Boston Main Streets	\$ 1,936,712	1.9%
ReStore	\$ 721,950	0.7%
Commercial Real Estate	\$ 29,773,275	29.4%
Business Technical Assistance	\$ 768,696	0.8%
Partners With Non-Profits	\$ 949,976	0.9%
Business Assistance Team	\$ 165,000	0.2%
NEIGHBORHOOD ECONOMIC DEVELOPMENT SUBTOTAL	\$ 34,315,609	33.9%
Property Disposition	\$ 1,027,940	1.0%
Property Management	\$ 1,427,042	1.4%
Demolition	\$ 151,279	0.1%
Brownfields Environmental Program	\$ 612,304	0.6%
Project Pride	\$ 80,516	0.1%
REAL ESTATE MANAGEMENT & SALES SUBTOTAL	\$ 3,299,081	3.3%
HUMAN SERVICES SUBTOTAL	\$ 4,719,036	4.7%
Policy Development & Research	\$ 778,297	0.8%
General Administration	\$ 5,287,165	5.2%
PROGRAM DELIVERY & SUPPORT SUBTOTAL	\$ 6,065,462	6.0%
TOTAL FFY2004 ACTION PLAN	\$101,320,918	100.0%

FEDERAL FY 04 ACTION PLAN PROGRAM DESCRIPTIONS AND PROPOSED ACCOMPLISHMENTS SUMMARY

INTRODUCTION

The following describes the various programs and services that the City of Boston proposes to support with the resources described in this Draft Action Plan. This Draft Action Plan provides additional information beyond that required by HUD regulations better enable the public to understand the activities that the City proposes to undertake. This information includes 1) proposed funding levels for each program and 2) telephone numbers and City of Boston Website addresses that the public can use to get additional information about how the programs operate and how the public can directly participate in the services funded here.

INCOME ELIGIBILITY

Each of the City's Federal and other funding sources and programs have specific income eligibility restrictions. The following table is provided to better enable the public to understand how these income restrictions (usually expressed as a percent of the metropolitan area median income) translate to actual income levels for various household sizes. These income limits are adjusted annually.

Income Limit	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Person
30% of median	\$17,350	\$19,850	\$22,350	\$24,800	\$26,800	\$28,800	\$30,750	\$32,750
50% of median	\$28,950	\$33,100	\$37,200	\$41,350	\$44,650	\$47,950	\$51,250	\$54,600
60% of median	\$34,740	\$39,720	\$44,640	\$49,620	\$53,580	\$57,540	\$61,500	\$65,520
80% of median	\$46,300	\$52,950	\$59,550	\$66,150	\$71,450	\$76,750	\$82,050	\$87,350
100% of median	\$57,800	\$66,100	\$74,350	\$82,600	\$89,200	\$95,800	\$102,400	\$109,050
120% of median	\$69,400	\$79,300	\$89,200	\$99,100	\$107,050	\$115,000	\$122,900	\$130,850

The chart below shows which programs use which sets of funding limits. Some funding sources have different income targeting requirements for homeowners and renters or may have multi-layered income targeting, requiring, for example, that 50% of the units be reserved for households with income at or below 50% of median and all of the units to be occupied by households with incomes at or below 80 % of median.

Income Limit	Programs Used In
30% of median	Public Housing, Section 8, DND homeless set-aside
50% of median	Public Housing, Section 8, HOME (rental), Lead Paint programs
60% of median	HOME (rental), Low Income Housing Tax Credits
80% of median	CDBG, HOME (homeownership), Linkage, Lead Paint programs
100% of median	Inclusionary Zoning
120% of median	Inclusionary zoning, DND non-federally funded programs, some state funding sources.

ELIGIBILITY FOR CITY EMPLOYEES

Historically, the Department of Neighborhood Development has prohibited all of its employees from participating in homeowner and homebuyer programs operated by the agency. Recognizing that the cost of housing can have a serious impact on City employees with residency requirements, the Department reviewed that policy to determine if some of its employees may be permitted to participate in some program services. After extensive consultation with the regional office of the U.S. Department of Housing and Urban Development, it was determined that many categories of DND employees do not represent

any conflict of interest since their job responsibilities do not influence in any way the outcome of these housing programs. DND has therefore established a review process under which the City and HUD will evaluate individual requests from DND employees to participate in homeowner and homebuyer programs. Where DND certifies and HUD approves, employees with no conflict of interest will be permitted to participate in the homebuyer and homeowner services programs operated by DND. To ensure that access to these programs by public employees does not significantly reduce access by the general public, DND has limited employee participation to 5% of the available "slots" in each program. Additionally, the City has agreed to provide public disclosure about any DND employee that participates in these programs. A copy of the most current list of participating employees will always be available for public review at DND's Bid Counter, 10th Floor, 26 Court St, Boston MA 02108. The policy was implemented at the beginning of the FFY2001 program year and will be continued in the FFY2004 program year.

LEAD BASED PAINT REGULATIONS

On October 28 of 1992, Title X of the Housing and Community Development Act of 1992, also known as the Residential Lead-Based Paint Hazard Reduction Act of 1992 was enacted by Congress and the President. On September 15 of 1999, HUD issued a Final Rule to implement the new provisions of this Act in its housing and community development programs. Due to the wide-ranging scope of the new regulations, the City of Boston, along with hundreds of other cities nationwide, requested and received an extension from fully implementing the new regulations until January 10, 2002. Also due to the budgetary and programmatic impact of the regulations on our Senior Homeowner Services and Homebuyer Financial Assistance programs, the City of Boston requested waivers from some of the provisions of the new regulations for these two programs. Those waiver requests were recently rejected by HUD. Therefore, as of January 11, 2002, seniors requesting rehabilitation assistance from the City will now be required to abate or otherwise control paint lead hazards in their property, even if no children under 6 years of age currently resides or plans to reside in the property. Similarly, homebuyers receiving down payment and/or closing cost assistance from the City will be required to obtain a visual inspection of the property, stabilize any loose paint and obtain a clearance test prior to occupying the property, even if they do not currently have or do not plan to have any children under the age of 6 living with them. The City expects that implementing the new regulations in all of our housing programs will raise the per-unit cost of rehabilitating properties significantly and therefore will result in a reduction in the number of units that will be rehabilitated in FFY2004.

SERVICES FOR HOMEOWNERS

Existing Homeowner Rehabilitation

These programs provide a combination of grants, discount financing and technical assistance to help Boston's homeowners make needed improvements to their properties. There are 10 components:

- 1) **HomeWorks:** Conditional grants for one-third of the cost of repairs up to \$3,000 (\$4,000 if exterior painting is included), for small scale rehabilitation projects in income eligible owner-occupied 1-4 unit properties. DND has also formed a partnership with the North Bennett Street School to launch a series of workshops on Basic Home Repairs to be offered in neighborhood locations throughout the City. North Bennett is one of the most well known schools in New England for training experts in preservation carpentry.
- 2) **Senior Home Repair:** Community-based elder service organizations are funded to provide small (generally under \$500; maximum of \$1,000) home repair services and technical assistance to income-eligible senior homeowners.
- 3) **Senior Emergency Repairs:** Small emergency grants of up to \$5,000 to assist senior citizens with rehabilitation issues that are of an immediate threat to their health and safety.
- 4) **Senior Home Rehab:** Deferred loans (average of \$25,000 per single-family; \$30,000 per 2-family and \$40,000 per three-family property. Average rehab costs \$31,666 for income eligible senior citizens to undertake moderate rehabilitation projects.
- 5) **Residential Development:** Conditional grants to homebuyers who purchase abandoned city-owned properties. The grant covers the gap (an average of \$70,000 per unit) between the cost of redevelopment and the maximum amount that the homebuyer can borrow and/or the appraised value of the property.
- 6) **1-4 Family Housing:** This component provides conditional grants to eight Boston CDCs to rehabilitate abandoned or severely deteriorated 1-4 family buildings in strategically targeted areas for first-time homeownership.
- 7) **Vacant Apartments Initiative:** This program augments the Senior Home Rehab program by providing additional funds for each vacant unit brought back on line (\$30,000 per vacant unit, \$15,000 per homeowner unit). The Distressed Properties Committee provides a comprehensive multi-agency team approach to stabilizing and preserving the severely distressed properties owned by primarily low-income elders in the City. The committee identifies feasible options for rehabilitating distressed properties up to code with the goal of the senior owner remaining in the home and bringing previously vacant affordable rental units back on line (average costs \$45,000 to \$90,000 per unit).

New in FFY2004:

- 8) **Boston's Build Home Program:** This new initiative will offer City-owned vacant land to first time homebuyers to build their own home. On a pilot basis, DND will provide the technical assistance needed throughout the entire new construction process.

Projected Accomplishments	1,348 units repaired and/or rehabilitated, assistance to 95 new affordable housing units.					
Proposed Funding	TOTAL \$6,411,400	CDBG \$4,941,348	HOME \$712,997	All Other \$757,055		
Locations	All components are available citywide, have income restrictions, and age eligibility requirements for the Senior programs. To enable the public to better understand the geographic distribution of these programs, Reference Map 1 shows the geographic distribution of the Homeowner Rehab programs during the past 4 years.. The geographic distribution of the Residential Development Program and the 1-4 Family Housing program is directly related to the availability of vacant residential buildings, the distribution of which is shown in Reference Map 2.					
More Information:	More Information: call (617) 635-3892, or visit the City of Boston Website at: http://www.cityofboston.gov/dnd/1_HomeCenter.asp					

Lead Paint Abatement Program

This program provides deferred loans and conditional grants to income eligible owners of 1-4 unit properties to abate lead paint. In addition, this program funds non-profits to administer state-funded lead abatement loans for up to 50 units of housing in 1-4 family properties. Short-term relocation is required for occupants during deleading. The City also recently received a Lead Hazard Reduction Demonstration Grant which will be used to delead additional owner-occupied units, investor-owned units to be rented to Section 8 certificate holders with children under 6 and, under a demonstration component, units in multifamily and other properties that do not fit into one of the regular programs.

Projected Accomplishments	95 units committed for abatement through DND or agencies under contract.					
Proposed Funding	TOTAL \$1,948,718	CDBG \$0	HOME \$0	Lead Hazard Control \$1,314,704	Lead Demo Grant \$814,014	All Other \$0
Locations	All components are available citywide, have income restrictions, and require presence of a child under 6. Map 1 illustrates where lead paint grants & loans were provided in the two years.					
More Information:	More Information: call (617) 635-0190, or visit the City of Boston Website at http://www.cityofboston.gov/dnd/B_Lead_Safe_Information.asp					

SERVICES FOR HOMEBUYERS

Homebuyer Technical Assistance

This program has three components to serve homebuyers & homeowners: Information, education/counseling and foreclosure prevention.

- 1) **Information:** is provided through program marketing, public awareness efforts and the Boston Home Center, a one stop information center. That center has been enhanced through the addition of new "Neighborhood Home Center" and a "*Don't Borrow Trouble*" campaign, which is bringing information directly to the neighborhoods;
- 2) **Education/Counseling:** is provided to low and moderate-income households to enable them to become more successful homebuyers and/or homeowners. Courses, such as "Homebuying 101", "Multilingual Homebuying 101", and "Homeowner 201", are provided through contracts with various agencies and has been enhanced by the addition of "Condo buying 102". "*Credit Smart*" seminars are being added to the course list this year.
- 3) **Foreclosure Prevention:** prevents or minimizes the negative impacts of foreclosure for low and moderate-income households through education, counseling, and intervention services. A new *Don't Borrow Trouble!* initiative began last year that educates Boston's homeowners about the perils of unscrupulous predatory lenders. This will include targeted outreach in neighborhoods with increasing numbers of sub-prime loans. These services are often provided through contracts with various community-based agencies.

Projected Accomplishments	50 homeownership outreach events, 3,225 clients served through courses, seminars and counseling services, provide information and referrals to 30,000 clients through the Boston Home Center.			
Proposed Funding	TOTAL \$1,050,403	CDBG \$1,050,4030	HOME \$0	All Other \$0
Locations	Citywide. Open Enrollment to all for courses and seminars. Foreclosure prevention services are limited to owner-occupant homeowners.			
More Information:	More Information: call (617) 635-HOME, or visit the City of Boston Website at http://www.cityofboston.gov/dnd/1_HomeCenter.asp			

Homebuyer Financial Assistance

This program has five components.

- 1) **The Boston HOME Certificate Program:** provides certificates to graduates of approved homebuying courses. These Certificates are redeemed for downpayment and/or closing cost assistance through participating mortgage lenders. Households up to 120% of the area median income are eligible through a partnership with the Boston Local Development Corporation. Recent implementation of Federal Title X regulations will require buyers to address lead paint issues with visual inspections, paint stabilization and clearance testing.
- 2) **Soft Second Interest Subsidies Program:** provides grants to reduce the mortgage interest payment for the first ten years of the loan. They are provided to households at or below 80% of metropolitan area median income through partnerships with local lenders that offer these special reduced rate loans. Recent implementation of Federal Title X regulations will require buyers to address lead paint issues with visual inspections, paint stabilization and clearance testing.
- 3) **Program Marketing:** this component aggressively promotes the use of the program in areas where homeownership is low and significant homeownership development is underway.
- 4) **Three Decker Purchase Program:** This initiative is part of the *Leading The Way* plan. It offers purchase price buydown subsidies to enable buyers with incomes up to 80% of median to purchase a three-decker, with a long term affordability restriction on one of the rental units

Projected Accomplishments	Provide financial assistance to 162 homebuyers, including 30 under the Three-Decker Purchase Program			
Proposed Funding	TOTAL \$3,144,209	CDBG \$441,644	ADDI \$747,473	All Other \$1,986,658
Locations	Citywide. Projects are selected on a rolling basis, with service levels depending primarily on income. Reference Map 3 shows the distribution of Homebuyer Financial Assistance beneficiaries during the pasts four years.			
More Information:	More Information: call (617) 635-HOME (4663), or visit the City of Boston Website at http://www.cityofboston.gov/dnd/1_HomeCenter.asp			

HOUSING DEVELOPMENT SERVICES

Homeownership Development

The program provides loans to for-profit and non-profit developers to create first-time homeownership opportunities primarily for low and moderate-income families as well as some middle-income families. The program involves both new construction and rehabilitation of 1-4 family buildings. The program may also provide City-owned parcels of land. The program consists of three components:

- 1) The Ownership Development RFP: competitive funding rounds that solicit projects to create new ownership opportunities through the new construction of homes or the rehabilitation of 1-4 family buildings.
- 2) The Home Again Land Initiative: through an extensive community process, the program supports the creation of clusters of single-family homes that are newly constructed on larger parcels or clusters of City-owned vacant land located in various Boston neighborhoods. The homes are for sale as moderate-income, middle-income and market rate first-time homebuyer opportunities
- 3) Abandoned Housing (Ownership): this initiative targets, shuts down, and rehabilitates buildings that have been long abandoned and identified for intervention by the City's Abandoned Housing Initiative. Most of these properties are 1-4 family residential buildings that are rehabilitated by a developer and sold to low or moderate income first-time homebuyers

Projected Accomplishments	Funding commitments for 161 new units of homeownership housing.			
Proposed Funding	TOTAL \$5,103,995	CDBG \$1,125,609	HOME \$3,531,311	All Other \$447,075
Locations	This program is available citywide. Map 4 shows where projects were located during the past 4 years. Experience has shown that drug houses in the Ten Most Wanted component track closely with the geographic distribution of abandoned houses as shown in Reference Map 2. More Information: call (617) 635-0397, or visit the City of Boston Website at http://www.cityofboston.gov/dnd/1_Hsg.asp			
More Information:	More Information: call (617) 635-0397, or visit the City of Boston Website at http://www.cityofboston.gov/dnd/1_Hsg.asp			

Rental Housing Development - Preservation

This program provides loans to for-profit and non-profit developers to preserve affordable rental units for low- and moderate-income households through rehabilitation of existing buildings. Additionally, this program also provides financing to preserve affordable housing in developments where tenants are at risk of displacement due to expiring use restrictions or expiring development subsidies. It consists of two components:

- 1) The Rental Development RFP: this is a competitive funding round for the production and preservation of rental housing that selects multifamily rental and coop projects to fund. Decisions are made in conjunction with the State's consolidated funding round for State HOME funds, Low-Income Housing Tax Credits, and State Housing Stabilization Funds;
- 2) Hidden Assets: this component provides open enrollment funding for investor-owned multifamily rental projects located throughout the city. This component calls for significantly lower funding caps than the RFP component and requires more moderate levels of rehabilitation while providing deeper subsidies for more extensive rehabilitation

In addition, the Rental Housing Preservation program works with owners of SHARP-financed and Federally-financed housing to preserve affordable units that would otherwise be lost through owner opt-outs, expiring Section 8 contracts, or SHARP financing restructuring.

Projected Accomplishments	Funding commitments to preserve 129 units of existing rental housing.			
Proposed Funding	TOTAL \$1,838,541	CDBG \$1,047,638	HOME \$706,115	All Other \$84,788
Locations	This program is available citywide. Map 4 shows where projects were located during the past 4 years.			
More Information:	More Information: call (617) 635-0397, or visit the City of Boston Website at http://www.cityofboston.gov/dnd/1_Hsg.asp			

Rental Housing Development - Production

This program provides loans to for-profit and non-profit developers to create affordable rental units for low- and moderate-income households through new construction and rehabilitation of existing buildings. It consists of five components:

- 1) The Rental Development RFP: this is a competitive funding round for the production and preservation of rental housing that selects multifamily rental and coop projects to fund. Decisions are made in conjunction with the State's consolidated funding round for State HOME funds, Low-Income Housing Tax Credits, and State Housing Stabilization Funds;
- 2) Elderly Housing: this component generally involves projects seeking Federal Section 202 funding from HUD to create affordable housing for the elderly and assisted living populations;
- 3) Hidden Asset component provides open enrollment funding for investor owned multifamily rental projects located throughout the City. This component calls for significantly lower funding amounts than the RFP funded projects and requires more moderate levels of rehabilitation.
- 4) Abandoned Property component involves properties identified through the Ten Most Wanted Task Force or City's abandoned Housing Intuitive for acquisition and rehabilitation by the developer. Under this component, the owner/developer rents the completed units to low or moderate-income tenants.

Projected Accomplishments	Funding commitments to develop 129 new units of rental housing.			
Proposed Funding	TOTAL \$5,795,865	CDBG \$1,479,416	HOME \$3,166,449	All Other \$1,150,000
Locations	This program is available citywide. Map 4 shows where projects were located during the past 4 years.			
More Information:	More Information: call (617) 635-0397, or visit the City of Boston Website at http://www.cityofboston.gov/dnd/1_Hsg.asp			

CHDO Operating Assistance Program

This program provides funds to pay operating expenses of Community Housing Development Organizations (CHDO) engaged in the development of HOME-eligible housing. Although individual contracts are signed between DND and the 12 CHDOs involved, the program is administered by staff of the Neighborhood Development Support Collaborative (NDSC) which is composed of representatives from local foundations engaged in the funding of neighborhood development activities. DND sits on the board of the directors of the NDSC, and helps guide program decisions.

Projected Accomplishments	Provide operating assistance to 12 CHDOs to support their efforts to develop HOME-assisted or HOME-eligible housing.			
Proposed Funding	TOTAL \$440,239	CDBG \$51,009	HOME \$389,230	All Other \$0
Locations	This program is available citywide.			
More Information:	More Information: call (617) 635-0306.			

Tenants at Risk Program

This program supports low and moderate-income residents of HUD-financed multifamily rental properties to preserve their buildings, maintain their affordable rents, and build their resident communities. It is focused on three main categories: SHARP, Expiring Use, and rental properties supported by long-term Section 8 project-based contracts. Residents in these properties are “at risk”, to varying degrees, of dislocation, severe rent increases, substandard physical conditions, and dangerous social conditions. The program works through a technical assistance provider, the Community Economic Development Assistance Corp. (CEDAC) to provide tenant organizing, organizational development, and development consulting services to residents in these properties. This assistance enables residents to participate meaningfully in redevelopment and financial stabilization decisions that directly affect them. In addition to the technical assistance, CEDAC provides pre-development funding to these organizations to establish and ensure the feasibility of the projects

Projected Accomplishments	Preserve existing subsidized rental housing by providing assistance to 20 tenant organizations and pre-development assistance to 10 projects.			
Proposed Funding	TOTAL \$333,313	CDBG \$333,313	HOME \$0	All Other \$0
Locations	Tenant groups from all neighborhoods are eligible for assistance through this program.			
More Information:	More Information: call (617) 635-0306, or visit the City of Boston Website at http://www.cityofboston.gov/dnd/1_Hsg.asp			

Rental Housing Resource Center

The Rental Housing Resource Center (RHRC) provides mediation for landlords and tenants to resolve disputes in an informal and non-adversarial manner. The RHRC provides landlords and tenants with assistance in meeting their legal obligations and exercising their rights. The RHRC assists eligible formerly rent-controlled tenants to obtain rent subsidies through the Section 8 program, administered by the Boston Housing Authority, and the Safety Net program, funded by the City of Boston. The RHRC assists in the preservation of affordable housing, including housing with expiring use issues. The RHRC is a vital member of a team of City agencies including the Department of Neighborhood Development, Inspectional Services Department, and Tax Title, which is working to restore housing units in abandoned properties throughout the City. The RHRC continues to regulate the removal of lodging house units and provides protections to tenants in mobile home units. The RHRC manages a Community Development Block grant funding five Housing Counseling Agencies, which assist elderly, disabled or low-income tenants in their search for affordable housing.

Projected Accomplishments	Preserve housing counseling to 1,000 persons, provide housing placements for 325 persons.			
Proposed Funding	TOTAL \$843,310	CDBG \$196,295	HOME \$0	All Other \$647,015 (est.)
Locations	Citywide: lower income persons, regardless of neighborhood of residence, can access the services of this program.			
More Information:	More information available on the Web at: http://www.cityofboston.gov/rentalhousing			

Grassroots Program

This program funds the development of community gardens and other non-profit owned open space, primarily in support of DND-funded housing activity. The program provides grant funds, city-owned land, and technical assistance to neighborhood groups and non-profits that want to organize, develop, own, manage and maintain community open space in the neighborhoods. Typically, projects are funded in two phases. First, a small planning grant is provided. Second, construction funds are committed for a DND-approved garden plan. The program funds up to 75% of construction costs, with the balance coming from residents and non-profit organizations. Frequently, this neighborhood match takes the form of donated materials and volunteer labor. Funding decisions are made through a competitive RFP. Funding is provided for both new and existing community gardens and parks. No CDBG funds are used for on-going maintenance at these properties.

Projected Accomplishments	Funding commitments to create/enhance 4 new community gardens or parks.			
Proposed Funding	TOTAL \$449,970	CDBG \$449,970	HOME \$0	All Other \$0
Locations	Projects are selected through a competitive process. It is expected that most projects will be located within the boundaries defined in Reference Map 6 as having 51% or more low- and moderate-income households that will benefit from the open space development. In occasional cases, where it can be demonstrated that the project will eliminate a neighborhood blight (such as a vacant lot) or where the specific clientele of the open space project can be shown to be lower income, projects may be located outside this geographic area.			
More Information:	More Information: call (617) 635-0203, or visit the City of Boston Website at http://www.cityofboston.gov/dnd/1_Hsg.asp			

HOMELESS AND SUPPORTIVE HOUSING SERVICES

Homeless & Supportive Housing Programs

This program provides housing-related services to special needs populations. It consists of two components:

- 1) **Homeless Housing.** The Housing for the Homeless component consists of four federal McKinney Act funded programs: a) the Supportive Housing Program (SHP), b) Shelter Plus Care (S+C), c) Section 8 Moderate Rehabilitation, and d) the Emergency Shelter Grant (ESG) program. SHP funds transitional housing, permanent housing for homeless persons with disabilities and supportive services. S+C provides rental assistance to disabled homeless individuals. Sec. 8 Moderate rehabilitation finances the developments of SROs for single homeless adults through rental assistance contracts. No Section 8/Moderate Rehabilitation funds are identified here because the funding is managed by the Boston Housing Authority as part of its Section 8 authority. ESG funds homeless services, homelessness prevention services, and operating expenses for homeless shelters. In addition, the City of Boston Rental Assistance Fund provides short term emergency rental assistance and stabilization services to homeless families and the Emergency Fire Fund will provide assistance to households whose homes have been destroyed by fire.

Projected Accomplishments	450 families and 600 individuals provided with housing and services.			
Proposed Funding	TOTAL \$18,205,305	CDBG \$456,858	Shelter Plus Care \$4,243,968 (est)	Supportive Housing \$12,113,610 (est).
		Emergency Shelter Grant \$902,342	Shelter Plus Care Chronic Homeless \$1,007,820	All Other \$10,000
Locations	Citywide.			
More Information:	More Information: call (617) 635-0247 or on the Web at http://www.cityofboston.gov/dnd/D_Housing_Programs.asp			

In addition to the funding provided through Federal sources, the City of Boston also provides resources to address the needs of the Homeless. These resources include:

Emergency Shelter Commission

The Emergency Shelter Commission coordinates the City's various efforts to provide comprehensive services for the homeless. These services include conducting the annual homeless census, monitoring shelter capacity, coordinating food drives and managing the Mayor's Homeless Planning Committee.

Proposed Funding FFY2004: \$524,098.

Public Health Commission:

Among its many other public health responsibilities, the Public Health Commission operates a Homeless Services Bureau that includes the operation of the 400-bed Long Island Shelter, the 100-bed Long Island Annex, psychiatric nursing services, transitional support services and the Woods Mullen Shelter.

Funding FFY2004: \$4,125,166.

- Housing For Persons With AIDS.** This program provides housing-related services to persons with HIV/AIDS. The Housing for Persons With AIDS program uses HOPWA funds primarily to provide tenant-based rental assistance and supportive services to persons with AIDS. The funds are awarded to the City of Boston to provide housing assistance and supportive services for persons with AIDS anywhere in the Boston Metropolitan Area. Major changes are being made in FY04 due to the Federal Office of Management and Budget (OMB)'s redefinition of metropolitan areas. As a result of the new definition, the service area for Boston's HOPWA program will be greatly reduced, limiting it to Suffolk, Norfolk and Plymouth counties. Sixty-one municipalities will be dropped from Boston's service area and fifteen new ones will be added. As a result of the reduction in the service area, Boston's funding will be reduced by 26%, and existing grantees no longer in Boston's HOPWA service area will either have to be transferred to the HOPWA grantee in whose service area they are now located (Cambridge, Worcester, Providence) or be transferred to the State HOPWA program if they are not located in the service area of any other HOPWA grantee. The City of Boston is working with the other HOPWA grantees and its non-profit sub-recipients to minimize the impact of these changes on the programs and on the clients being served by the programs.

Projected Accomplishments	Provide housing and services to 240 PWA households, provide counseling and placement services to 525 PWAs.			
Proposed Funding	TOTAL \$1,942,878	CDBG \$134,509	HOPWA \$1,808,369	All Other \$0
Locations	Suffolk, Norfolk and Plymouth counties.			
More Information:	More Information: call (617) 635-0247, or visit the City of Boston Website http://www.cityofboston.gov/dnd/1_Hsg.asp			

NEIGHBORHOOD ECONOMIC DEVELOPMENT

Boston Main Streets Program

Boston Main Streets is a public/private initiative of the City of Boston established in 1995 to revitalize neighborhood commercial districts through local organizations. Boston Main Streets provides four types of assistance to support the efforts of organized neighborhood groups to revitalize their neighborhood business district -- design assistance to improve the appearance of the commercial district, organizing assistance to build neighborhood partnerships, marketing assistance to promote the commercial district, and assistance with recruiting new businesses, diversifying the business mix and making improvements to the district's commercial buildings. City funds are used to develop the capacity of local Main Street organizations by providing matching grants for 4 years for a local Main Street program manager and providing grants for technical assistance. In addition, program funds will be used for matching grants for small-scale rehabilitation projects, for public facility improvements and for business district promotional services. Funds will also be used for program-wide marketing and promotion.

Projected Accomplishments	Provide assistance to 19 Main Street Districts, create or retain 100 jobs.			
Proposed Funding	TOTAL \$1,936,712	CDBG \$1,446,643	EDI Special Purpose \$150,000	All Other \$340,069
Locations	Reference Map 7 shows the locations of the currently designated Main Street districts.			
More Information:	More Information: call Emily Haber (617) 635-0293, or visit the Boston Main Streets Website at: http://www.bostonmainstreets.com			

ReStore Program

The ReStore program provides a one to one matching grant (maximum of \$7,500 per "storefront") for moderate to substantial exterior and/or façade improvements for businesses across the City, with emphasis on those businesses located in "commercial cores". In addition, grants of up to \$2,500 will be made available on a non-matching basis for signage improvements. Signage will be subject to design review and approval prior to the advancing of funds. Minimal design support will also be available (average \$500 per sign). A maximum of 2 sign credits will be allowed per project. This cannot be combined with regular ReStore projects.

Projected Accomplishments	Complete 100 storefront improvement projects.		
Proposed Funding	TOTAL \$721,950	CDBG \$661,950	All Other \$60,000
Locations	Program will be available citywide as shown in Reference Map 7. Projects located in low-moderate income trade areas must show how the storefront improvements will benefit area residents, while elsewhere projects must not only show benefits to area residents but must also create/retain jobs suitable for low-moderate income households.		
More Information:	More Information: call Tom Delaney (617) 635-0355, or visit the City of Boston Website at http://www.cityofboston.gov/dnd/OBD/G_ReStore_Boston.asp		

Commercial Real Estate Development

This program provides non-conventional loans to cover the gap (“but for” lending) between the amount of financing needed for an economic development project and the amount that conventional lenders can underwrite. Decisions are based on cash flow, collateral, management, equity, and public benefit. Terms and conditions of the loan are flexible as long as the project can demonstrate some type of repayment during the life of the project. Real Estate loans are provided to economic development projects that involve the acquisition, construction or rehabilitation of real property.

Projected Accomplishments	Create/retain 150 jobs, create/retain 20 businesses, capitalize 20 businesses..		
Proposed Funding	TOTAL \$29,773,275	CDBG \$1,255,641	Section 108 & EDI (non-EZ) \$22,500,000
		Section 108 & EDI (EZ) \$5,433,263	All Other \$584,371
Locations	Citywide availability with projects selected on a rolling basis. Priority area for service is the Empowerment Zone. See Reference Map 7 for the geographic boundaries of Boston’s EZ		
More Information:	More Information: call Keith Hunt (617) 635-0418.		

Boston Business Assistance Center

The Boston Business Assistance Center is the office that gives both direct service, and coordinates Federal, State, City, and private economic development resources for small businesses in Boston. This is done through technical assistance & capitalization grants, as well as financial and resource referrals. Participating agencies include: The Small Business Administration, S.C.O.R.E., (The Service Corps of Retired Executives), The Department of Defense – Contract Management Agency, The General Services Administration, Accion International, Nuestra Comunidad, Massachusetts Alliance of Small Contractors, Dorchester Center for Adult Education, Mass. Association of Community Development Corporations, Boston Local Development Corporation (BLDC), The Boston Industrial Development Finance Agency (BIDFA), Boston Connects (Boston's Empowerment Zone) and others.

Technical assistance offered range from for such things as needs assessment, business plan development, mentoring, loan packaging and workshops and seminars for entrepreneurs. These services are also provided City wide and anchored by Neighborhood Business Managers who coordinate the services in their area of responsibility.

Projected Accomplishments	Provide referrals to 1200 businesses/individuals.		
Proposed Funding	TOTAL \$165,000	CDBG \$165,000	All Other \$0
Locations	Program will be available citywide. Projects must create/retain jobs suitable for low-moderate income households.		
More Information:	More Information: call Michael Grace (617) 445-3413, or visit the City of Boston Website at: http://www.cityofboston.gov/dnd/obd/G_OBD_Business_Assistance_Team.asp .		

Business Technical Assistance

This program provides managerial technical assistance services to businesses. These services include financial management, bookkeeping, inventory management and control, marketing, design assistance, etc. The Neighborhood Business Managers are responsible for recommending and coordinating a suitable scope of services for each business that applied for assistance.

Projected Accomplishments	Provide contracted technical assistance to 65 businesses.		
Proposed Funding	TOTAL \$768,696	CDBG \$763,696	All Other \$5,000
Locations	Program will be available citywide. Projects must create/retain jobs suitable for low-moderate income households.		
More Information:	More Information: call Michael Grace (617) 445-3413, or visit the City of Boston Website at: http://www.cityofboston.gov/dnd/obd/G_OBD_Business_Assistance_Team.asp .		

Partners with Non-Profits Program

This program provides flexible grants to community-based non-profit businesses. These grants are used to physically enhance the infrastructure of the facilities of the non-profit, which serves their immediate community. Awards are made annually based on a competitive RFP process. Additionally, matching grants of up to \$2,500 may be provided to community groups to implement community service projects. This program predominately serves low and moderate-income residents or clients.

Projected Accomplishments	Provide rehab grants to 37 non-profit organizations..		
Proposed Funding	TOTAL \$949,976	CDBG \$944,976	All Other \$5,000
Locations	Citywide availability with projects selected primarily by competitive Request for Proposals. Since, due to the nature of services provided by these organizations, most community-based organizations serve primarily low and moderate-income residents regardless of geographic location, a broad citywide distribution of activities can be expected.		
More Information:	More Information: call John Lynch (617) 635-0328.		

REAL ESTATE MANAGEMENT & SALES

Property Disposition

This program has two components: a building disposition component and a land disposition component. The building component sells city-owned tax-foreclosed and surplus municipal properties to owners who will rehabilitate the properties and put them back in service, eliminating blight and generating sales and property tax revenues for the City. Properties are sold at market rates through RFPs. Limited funding is also provided to complete repairs to abandoned buildings slated for re-occupancy in order to facilitate sales. The land component is designed to reduce urban blight by encouraging landscaping and private development of City-owned properties, to support neighborhood preservation efforts, returning property to the tax rolls, and reducing public costs for maintaining vacant land. The land component has four sub-components: 1) REMS Housing has two housing initiatives: a stand-alone development initiative and an abutter buildable component; 2) Yard Sale - this component sells smaller lots or undevelopable parcels to abutting owners and encourages private maintenance and improvements and provides ownership opportunities to neighborhood residents; 3) Open Space - disposition which includes transfers to Parks, supporting non-profit uses, and to support neighborhood preservation initiatives, and 4) Commercial Development and Commercial Abutter sales through RFP's.

Projected Accomplishments	Sell 10 City-owned buildings, sell 100 parcels of City-owned land, transfer 12 City-owned land parcels.		
Proposed Funding	TOTAL \$1,027,940	CDBG \$821,360	All Other \$206,580
Locations	Citywide. The projected locations for the building component is most likely to be related to the distribution of abandoned houses shown on Reference Map 2. The geographic distribution of the land disposition component is best represented by the concentrations of City-owned vacant land shown in Reference Map 8.		
More Information:	More Information: call (617) 635-0465/635-0567, or visit the City of Boston Website at http://www.cityofboston.gov/dnd/1_Real_Estate.asp .		

Property Management Program

The program allows the City to address needed emergency repairs, such as boarding, to prevent illegal entry of city-owned properties recently acquired through tax foreclosure. Repairs are done to maintain the integrity of the structure and to maintain the habitability of occupied units. Upon completion of the repairs, the properties will comply with all health and safety codes. Relocation of residents will be undertaken pursuant to the City's Optional Relocation Policy or the Uniform Relocation Act, as applicable. The land management component furthers the City's neighborhood preservation initiatives to provide an enhanced quality of life for the city's residents by maintaining the property. The program transforms blighted properties, with no planned redevelopment, into community open spaces. No CDBG funds are used for ongoing maintenance at these properties.

Projected Accomplishments	25 buildings repaired/preserved, 1300 sites cleaned, fenced.		
Proposed Funding	TOTAL \$1,427,042	CDBG \$858,750	All Other \$568,292
Locations	Citywide. The expected locations for the building management functions are most likely to be related to the distribution of abandoned houses shown on Reference Map 2. The geographic distribution of the land management component is best represented by the concentrations of City-owned vacant land shown in Reference Map 8.		
More Information:	More Information: call (617) 635-0347/0498, or visit the City of Boston Website at http://www.cityofboston.gov/dnd/N_Building_Management.asp		

Demolition Program

This program demolishes key blighted properties (public and private) which pose a threat to the public safety or those identified by residents as eyesores in their neighborhoods. The building to be demolished will be vacant and will have been deemed infeasible for rehabilitation.

Projected Accomplishments	4 buildings demolished		
Proposed Funding	TOTAL \$151,279	CDBG \$151,279	All Other \$0
Locations	Citywide. Reference Map 2 shows the geographic distribution of abandoned buildings in Boston as of September 2003.		
More Information:	More Information: call (617) 635-0498.		

Brownfields Environmental Program

The focus of the Brownfields Environmental Program is to identify potential risks of exposure to contaminants, prioritize risks, and undertake steps to mitigate exposure to allow redevelopment of abandoned and underutilized properties. Another key aspect of this program is to identify other funding opportunities to augment our programs, including the City's neighborhood preservation initiatives and the forthcoming successor to the Leading the Way strategy. Environmental services are consolidated under a Licensed Site Professional (LSP) who oversees assessment and cleanup response activities. For properties with identified contaminant releases that are subject to the Mass Contingency Plan (MCP), direct oversight by an LSP is required to ensure response actions are conducted in accordance with the MCP and other state and federal regulations. This program also provides active support and regulatory expertise and interdepartmental coordination.

Projected Accomplishments	10 sites tested and remediated.			
Proposed Funding	TOTAL \$612,304	CDBG \$437,304	EDI Special Purpose \$150,000	All Other \$25,000
Locations	Citywide. The expected locations for the building testing/cleanup are most likely to be related to the distribution of abandoned properties shown on Reference Map 2. The geographic distribution of for land testing/cleanup is best represented by the concentrations of City-owned vacant land shown in Reference Map 8.			
More Information:	More Information: call (617) 635-0103.			

Project Pride/Drug Control Program

Project Pride combats illegal drug activity on City-owned and privately owned abandoned properties by boarding and securing drug-related buildings city-wide and, on occasion, cleaning and securing vacant lots in areas prone to drug activity. The work is performed by Suffolk County House of Corrections inmates and the City's Project Pride program provides the materials. CDBG funds are not used for ongoing maintenance of these properties.

Projected Accomplishments	50 properties boarded and secured.		
Proposed Funding	TOTAL \$80,516	CDBG \$80,516	All Other \$0
Locations	Reference Map 2 shows the geographic distribution of abandoned buildings in Boston as of September 2003		
More Information:	More Information: call (617) 635-0498.		

HUMAN SERVICES

The Boston Redevelopment Authority's Division of Jobs and Community Services manages all Human Services programs. FFY2004 is the first year of a two-year funding cycle for these programs, with the exception of the Adult Literacy Initiative Program, which is funded in concert with the Department of Education for a five year funding cycle through FFY2004. Human Service Programs will be selected through an open and competitive Request for Proposal issued in January of 2004. Programs apply in one of the following service categories: Early Child Care; Youth Services; and Adult Supportive Services. Programs then reapply for a second year of funding through a refunding process.

Projected Accomplishments	104 organizations funded, services provided to 18,050 clients.		
Proposed Funding	TOTAL \$4,719,036	CDBG \$4,719,036	All Other \$0
Locations	Citywide.		
More Information:	More Information: call (617) 918-5233 or visit the web site at: http://www.cityofboston.gov/bra/jcs/Guide%20to%20Opportunities.pdf		

The following is a brief description of the types of services that are funded with CDBG Human Services funding.

Early Child Care Programs

Programs provide low and moderate-income residents of Boston with high quality accessible and affordable child care for children up to school-age. These services allow parents to pursue education, job training or employment with the assurances that their children are being well cared for. The addition of CDBG funding to the network of day care providers allows for the expansion and improvement of services, increased availability of services and a substantial increase in the accessibility of services to low-income parents.

Youth Services Programs

Youth programs offer low- and moderate-income Boston youth activities such as socialization, recreation and instructional programs for disadvantaged youth, sports leagues, summer camp, cultural enrichment and awareness, music appreciation, arts and crafts, after-school tutoring, peer group counseling and programming and pre-teen employment.

Adult Supportive Services Programs

Social Services programs provide low- and moderate-income Boston residents with a broad range of services, including alcohol and substance abuse counseling, job readiness and training, and services for the homeless. The programs recognize the importance of approaches that incorporate a range of activities and methods from advocacy and referral to therapeutic psychological counseling. Programs are located at health centers, community centers, emergency shelters and senior service centers. The CDBG-funded programs target low- and moderate-income families, racial and linguistic minorities, the disabled, elderly, and veterans. The social services program includes three components: 1) Counseling, Outreach, Referral and Advocacy, 2) Social Services for Senior Citizens, and 3) Stabilization Services for Homeless Persons.

Adult Literacy Initiative

This initiative is part of a broader effort coordinated with the Commonwealth of Massachusetts Department of Education to provide educationally disadvantaged adults – age 16 and older with free and public access to adult basic education (ABE), Adult Basic Education (ABE) programs include a range of services such as English as a second language (ESL) and GED preparation services. Funded programs include specific services such as family literacy, native language literacy, homeless education and workplace education. Programs are funded on a five year cycle through FFY2004.

FAIR HOUSING

Boston Fair Housing Commission

The Boston Fair Housing Commission (BFHC) oversees the implementation of the City's Fair Housing Plan based on the Analysis of Impediments to Fair Housing. The Commission affirmatively furthers fair housing, primarily through four programs:

1. Investigation and Enforcement: investigates, mediates, and settles discrimination complaints, and ensures that fair housing laws are enforced.
2. Regional Mobility Counseling: through MetroList and Regional Opportunity Counseling Program (ROC), provides low- and moderate- income households with housing counseling services and housing search resources in order to enable them to explore their housing options throughout the metropolitan area.
3. Affirmative Marketing: oversees outreach and advertising of government-assisted rental and sales housing of five units or more to promote equal housing opportunity, and to attract households who would not normally apply for the housing because of its location.
4. Education and Outreach: informs Boston residents and persons doing business with the City of their fair housing rights and responsibilities, and of the services and facilities available to them.

Projected Accomplishments	Provide counseling to 2000 clients, 1000 clients placed in housing or on waiting lists, 40 affirmative marketing plans received .		
Proposed Funding	TOTAL \$732,754	CDBG \$625,149	All Other \$107,605
Locations	Citywide.		
More Information:	More Information: call (617) 625-4408 or visit the web site at: http://www.cityofboston.gov/civilrights/housing.asp		

PROGRAM DELIVERY AND SUPPORT SERVICES

Policy Development & Research

This program provides timely and strategic research analysis, resource development (fundraising, grant writing), management and program delivery strategies, new program development, maps and reports to support the delivery of all of DND's neighborhood development programs. These services are also made available to DND's development partners including community-based organizations and other City agencies. Reports, maps and other publications produced by this program (including this Draft Action Plan) are routinely made available to the public through the City's website as listed below.

Proposed Funding	TOTAL \$778,297	CDBG \$778,297	All Other \$0
Locations	Not applicable.		
More Information:	More Information: call (617) 625-0242 or visit the web site at: http://www.cityofboston.gov/dnd/U_Reports_and_Maps.asp		

General Administration

This program provides oversight and management of the department and coordination of all departmental administrative and financial issues.

Proposed Funding FFY2003: \$5,524,969

More Information: call (617) 635-0259

Program Administration

This function supports the direct delivery of program services in DND's program divisions. .

Proposed Funding	TOTAL \$5,287,165	CDBG \$3,487,773	HOME \$350,898
		HOPWA \$20,621	All Other \$1,427,863
Locations	Not applicable.		
More Information:	More Information: call (617) 625-0251.		

GEOGRAPHIC SERVICE DELIVERY AREA MAPS

Most programs described in this Draft Action Plan are available citywide and project eligibility depends on the individual characteristics of the beneficiaries, and not on geographic location. The City of Boston also recognizes that, depending on the nature of the program's activity, it is also very likely that program services will not be uniformly distributed around the City. For example, a program that rehabilitates abandoned buildings will be most active in areas of the city with the greatest concentration of abandoned buildings.

To enable citizens to reasonably judge how a program will most likely effect their neighborhood, the following Geographic Service Area maps have been provided that show where program activities are most likely to occur. In some cases, such as the HomeWorks program, a historical distribution of program activities is the best predictor of future program activities. In other cases, such as Real Estate Management Services (that provides property management services to recently-foreclosed properties) the geographic distribution of abandoned properties and City-owned vacant lots is the best predictor of where program services will occur.

These maps are keyed to the Program Descriptions found earlier in this document.